UNITED STATES DISTRICT COURT				
District of				
Plaintiff(s) V.	) ) ) ) (Civil Action No. ) )			
Defendant(s)				
SUMMONS IN A CIVIL ACTION				
To: (Defendant's name and address)				
A lawsuit has been filed against you.				
Within 21 days after service of this summons on you (not counting the day you received it) — or 60 days if you are the United States or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) — you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are:				
If you fail to respond, judgment by default will be You also must file your answer or motion with the court.	entered against you for the relief demanded in the complaint.			
	CLERK OF COURT			

Signature of Clerk or Deputy Clerk

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Civil Action No.

## PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

	This summons for (na	me of individual and title, if any)			
was rec	ceived by me on (date)		·		
	☐ I personally served	I the summons on the indiv	idual at (place)		
	in personally served	the summons on the marv	on (date)	; or	
				. 1	
	☐ I left the summons at the individual's residence or usual place of abode with (name)				
	on (date), a person of suitable age and discretion who resides there,  on (date), and mailed a copy to the individual's last known address; or				
	☐ I served the summ	ons on (name of individual)		, who is	
	designated by law to accept service of process on behalf of (name of organization)				
			on (date)	; or	
	☐ I returned the sum	mons unexecuted because		; or	
	☐ Other (specify):				
	My fees are \$	for travel and \$	for services, for a total of \$	·	
	I declare under penalt	y of perjury that this inform	mation is true.		
Date:					
			Server's signature		
			Printed name and title		
			Server's address		

Additional information regarding attempted service, etc: